

## Q. How do I proceed to apply for a loan?

**A.** Go to the municipal office where you will be directed to the appropriate official to discuss your eligibility. You will be required to provide details of your income and that of your spouse, and agree to have the employers verify your incomes.

You will be required to disclose your mortgage and tax payments and details of the title to your property.

You will also be required to agree to an inspection of your home and discuss how much work is to be done and how you propose to do it.

Following the establishing of estimates of cost, financing, and repayment, you will make application for a loan, and agree to the amounts of the forgivable and repayable portions.

## Q. Is the information I disclose confidential?

**A.** Absolutely. All information and documents provided are kept strictly confidential.

## Q. Can I do the work myself with the help of my friends?

**A.** Yes. But only if you or your friends have skills to perform the work satisfactorily, and in a minimum amount of time. Usually the best way is under contract.

But don't sign any contracts or start work before you are notified that your loan is approved, and only then after discussing the proposed contract with the municipal inspector assigned to work with you.

## Q. Who hires the contractor?

**A.** You do, and payments against the loan are made to you. You may, if you wish, include the contractor's name on the advance cheques. However, it is recommended you

discuss the contract with the appropriate municipal official before signing the contract.

## Q. How do I repay the loan?

**A.** The loan will be repaid by you to your local municipality in monthly installments. The amount of the loan depends on the cost of repair. Depending on your adjusted family income part of the loan may be forgiven and the rest repayable with interest over a period not exceeding 20 years, in monthly installments. The forgivable portion is "earned" by your continued ownership and occupancy at the rate of \$600 per year.

## Q. Can I sell the house?

**A.** Yes, but if you sell before the forgivable portion of the loan is earned, you must pay the outstanding portion of the loan, both forgivable and repayable, plus interest, immediately.

## Q. Does an existing mortgage prevent me from getting a loan?

**A.** No, but your income must be sufficient to repay the loan under the Ontario Home Renewal Program as well as make your other normal payments.

Address correspondence to:  
Ministry of Housing Regional Housing  
Programs Offices

55 Hess St. South  
Hamilton, L8P 4R8  
(416) 521-7500

If long distance dial toll-free  
1-800-263-8295

380 Wellington St. Suite 1100  
London, N6A 5B5  
(519) 679-7110

If long distance, dial toll-free  
1-800-265-4733

1150 Morrison Dr., 2nd floor  
Ottawa, K2H 8S9  
(613) 820-8305

If long distance, dial toll-free  
1-800-267-6108

1191 Lansing Ave.  
Sudbury, P3A 4C4  
(705) 560-6350

If long distance, dial toll-free  
1-800-461-1190

540 Arthur Street West  
Thunder Bay, P7E 5R7  
(807) 475-1465

If long distance, dial toll-free  
1-800-465-5015

4950 Yonge Street, 4th Floor  
Toronto, M2N 6K1  
(416) 225-1211

If long distance, ask Operator for  
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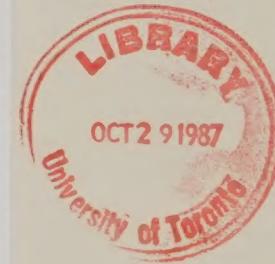
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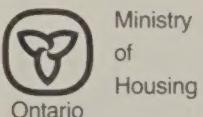
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Ministry  
of  
Housing

Hon. Alvin Curling, Minister

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**N**ew construction alone cannot meet all the housing needs of the people of Ontario. That's the reason for the Ontario Home Renewal Program (OHRP) which is designed to help conserve and improve existing housing.

Many older homes in communities across the province have a potential for service and habitation for years to come—if they can be upgraded. But upgrading costs money.

OHRP offers financial incentives to homeowners living in their own properties. The program operates in many areas of the province, both urban and rural, and has been particularly successful in smaller communities and in older sections of large cities.

This brochure is for homeowners who would like to know more about OHRP and how they can benefit from the program.

OHRP helps owner-occupants of residential properties to fix up their homes to standards developed locally and agreed to by the ministry.

The program is aimed at rehabilitating sub-standard homes, with the emphasis on faulty structural and sanitary conditions, as well as the upgrading of plumbing, insulation, heating and electrical systems.

Physically-disabled homeowners or homeowners with physically-disabled relatives living with them may qualify for assistance if they wish to make modifications while upgrading their homes.

*Generally, OHRP is administered by the local municipality. Specific information and application forms are available at the local municipal office. Enquiries should be directed to the municipality.*

(In communities without municipal boundaries, the program is administered by the ministry's housing programs division in conjunction with the Ministry of Northern Affairs.)

A system of loans (repayable and forgivable) to pay for the property rehabilitation is available to individuals whose "adjusted family income" does not exceed \$21,000. For an explanation of "adjusted family income," see the questions and answers.

The maximum amount of the loan (repayable plus forgivable) is \$7,500. The municipality may decide on the combination of forgivable loan and repayable loan. However, the maximum amount that may be forgiven is geared to family income and cannot exceed \$4,000. The forgivable portion is earned by continued ownership and occupancy for a period of time depending on the amount of the forgivable portion. For example, if the forgivable portion were \$3,000, the homeowner-borrower would earn the forgiveness at the rate of \$600 for each full year of occupancy. If he or she ceased to own or occupy the house before the five years required to earn the total forgiveness of the loan, the homeowner would have to pay the unearned portion and the outstanding balance of the repayable portion with interest immediately. The interest rate on the repayable portion is geared to family income (0 per cent for those under \$5,000, up to 10 per cent over \$16,000).

**Persons wishing to improve their homes should contact the appropriate municipal officials to discuss the details of the program.**

The municipality will confirm the eligibility of the owner-occupant and will arrange for an inspection to determine the extent of the work to be done and prepare an estimate of costs. The owner can then secure estimates from two or more contractors and make application to the municipality for a loan—both repayable and forgivable portions—to cover the work. If the estimates are satisfactory, and the applicant meets the eligibility requirements of income, credit-worthiness, etc., the municipality will approve a loan, and arrange for signing of the documents. The municipality will require a security for both the forgivable and repayable portions of the loan from the borrower to guarantee repayment.

The borrower (applicant) will then award contracts and proceed with the work as outlined. The municipality will advance funds for payment as the work proceeds, and as has been agreed to by the municipality and the applicant. The municipality will carry out periodic inspections during the work as an aid to the

owner and the contractor and to ensure that the work has been completed satisfactorily.

Repayment of the loan, excluding the forgivable portion, will commence after completion as advised by the municipality. Payments are to be made on a monthly basis.

OHRP funds may be used to assist the homeowner in making necessary repairs to the house which can also enhance its heritage value. Such work may include the repair of exterior features such as porches, cornices or Victorian trim, or the replacement of deficient windows and doors along architecturally authentic lines.

However, it should be emphasized that OHRP can only provide funds to rehabilitate the house to minimum standards. Should the homeowner wish to do further work or request material which is beyond the minimum standards, the homeowner must provide the additional funds.

If your property is of heritage value, advice and assistance can be obtained from your Architectural Conservation Advisory Committee set up under the Ontario Heritage Act in your municipality.

Physically-disabled homeowners, or homeowners with physically-disabled relatives residing permanently with them, may qualify for loans under the Ontario Home Renewal Program for Disabled Persons. For further information about assistance under OHRP for the disabled, contact your nearest Regional Housing Programs Office listed at the end of this brochure.

These are the broad outlines of OHRP. The following answers to possible questions may assist you.

**Q. What is the "adjusted family income"?**

**A.** "Adjusted family income" means the aggregate gross annual income from all sources of the principal wage-earner of a family and his or her spouse after deducting the following:

- earnings of the spouse up to \$1,000,
- \$300 for each dependent child,
- the first \$1,000 of earnings of a one-parent family,
- living out or travelling expenses of the principal wage earner of a family and his or her spouse, but not including living out or travelling expenses for which there is reimbursement by the employer or travelling expenses to and from the place of employment, and
- in the case of self-employment of the principal wage-earner of a family or his or her spouse, the expenses which are:
  - incurred in the earning of income,
  - permitted deductions under the Income Tax Act (Canada).

**Q. Must I bring the conditions of the house to some standards?**

**A.** Yes. The municipality has indicated a standard of health and safety which all residential properties are required to meet. These standards, which must be approved by the ministry to permit municipalities to offer this program, are the standards you must use.

**Q. May I improve the dwelling to a higher standard?**

**A.** The assistance under OHRP is intended to repair structural faults and rehabilitate plumbing, insulation, heating and electrical systems. Non-essential items such as a second bathroom, recreation rooms, garages, fences, etc., are not eligible. The re-financing of existing loans or encumbrances is not permitted.